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United Nations Environment Programme

Bureau of the Twenty-Ninth Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer
First meeting
Quito, 4 November 2018

Provisional agenda

1. Opening of the meeting.
2. Adoption of the agenda.
3. Work to date on the implementation of the decisions of the Twenty-Ninth Meeting of the Parties to the Montreal Protocol.
4. Review of the agenda, presentation of a road map for the conduct of the meeting and overview of the working documents prepared for the Thirtieth Meeting of the Parties to the Montreal Protocol.
5. Other matters.
6. Adoption of the report.
7. Closure of the meeting.

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United Nations Environment Programme

Bureau of the Twenty-Ninth Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer
First meeting
Quito, 4 November 2018
Items 3–5 of the provisional agenda*

Work to date on the implementation of the decisions of the Twenty-Ninth Meeting of the Parties to the Montreal Protocol and on the review of the agenda, presentation of a road map and overview of the working documents prepared for the Thirtieth Meeting of the Parties to the Montreal Protocol

Note by the Secretariat

I. Introduction

1. The Bureau of the Twenty-Ninth Meeting of the Parties to the Montreal Protocol will meet at 4 p.m. on Sunday, 4 November 2018, at the Quorum Quito Convention Centre (the Quorum) in Quito. The present note provides information about substantive agenda items 3 and 4 of the provisional agenda for the meeting (UNEP/OzL.Pro.29/Bur.1/1). Section II summarizes information on agenda item 3 regarding the actions taken by the Secretariat with regard to the decisions of the Twenty-Ninth Meeting of the Parties to the Montreal Protocol. Section III provides information relating to the review of the agenda, presentation of a road map for the conduct of the meeting and an overview of documents for the Thirtieth Meeting of the Parties to the Montreal Protocol.

II. Work to date on the implementation of the decisions of the Twenty-Ninth Meeting of the Parties to the Montreal Protocol (agenda item 3)

2. The table set out in the annex to the present note provides a broad overview of the decisions adopted by the Twenty-Ninth Meeting of the Parties and the actions required of and taken/to be taken by the Secretariat in response thereto.

*UNEP/OzL.Pro.29/Bur.1/1.

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III. Review of the agenda, presentation of a road map for the conduct of the meeting and overview of the working documents prepared for the Thirtieth Meeting of the Parties to the Montreal Protocol (agenda item 4)

3. The Thirtieth Meeting of the Parties to the Montreal Protocol will be held at the Quorum Quito Convention Centre (the Quorum) in Quito from 5 to 9 November 2018. In accordance with established practice, the meeting will be divided into two segments: a three-day preparatory segment and a two-day high-level segment. The preparatory segment is scheduled to begin at 10 a.m. on Monday, 5 November 2018, while the high-level segment will begin at 10 a.m. on Thursday, 8 November 2018. The online registration system was launched on 31 July and on-site registration will start on Saturday, 3 November, at the venue.

4. The provisional agenda for the Thirtieth Meeting of the Parties to the Montreal Protocol (UNEP/OzL.Pro.30/1) was circulated to the parties in August 2018, and the annotations to the provisional agenda (UNEP/OzL.Pro.30/1/Add.1) will be issued in September 2018. A note by the Secretariat (UNEP/OzL.Pro.30/2) with background information on the issues on the agenda will be posted on the meeting portal in September. An addendum to that note with additional information, that is expected to become available at a later stage, will be issued in October.

5. Detailed information on issues on the agenda is set out in a number of documents that have been posted on the meeting portal at the following link: http://conf.montreal-protocol.org/meeting/mop/mop30/SitePages/Home.aspx.

6. The agenda for the preparatory segment includes all the issues that are expected to be taken up during the high-level segment for a decision by the parties. By the time of the preparation of the present note, the Secretariat had not received any requests from parties for issues to be raised under agenda item 17 on other matters. Bureau members may wish to raise other matters during the adoption of the agenda for the meeting.

7. With regard to issues related to the budget, the Secretariat has prepared a proposed revision to the approved budget for 2018 and proposed budgets for 2019 and 2020 of the Trust Fund for the Montreal Protocol (UNEP/OzL.Pro.30/4) and a proposed results-based budget for 2019 and 2020 (UNEP/OzL.Pro.30/4/Add.1). The results-based budget presents two scenarios, namely a zero nominal growth scenario and the proposed budget scenario, together with six main objectives along with their associated expected accomplishments, indicators of achievement, target dates and costing where possible. A financial report for the trust funds for the Vienna Convention for the Protection of the Ozone Layer and the Montreal Protocol for the fiscal year 2017 has also been prepared for consideration by the parties (UNEP/OzL.Pro.30/5).

8. A note by the Secretariat and its addendum (UNEP/OzL.Pro.30/2 and Add.1, respectively) summarize the issues on the agenda for the meeting. The note provides an overview of all the issues covered in the provisional agenda, including the Kigali Amendment to the Montreal Protocol to phase down hydrofluorocarbons; future availability of halons and their alternatives; issues related to exemptions under Articles 2A–2I of the Montreal Protocol; linkages between hydrochlorofluorocarbons (HCFCs) and hydrofluorocarbons (HFCs) in transitioning to low-global-warming-potential alternatives; issues related to energy efficiency while phasing down hydrofluorocarbons; proposed adjustments to the Montreal Protocol on HCFCs for parties not operating under paragraph 1 of Article 5 of the Protocol; and unexpected emissions of trichlorofluoromethane (CFC-11).

9. Other topics on the agenda relate to the issue raised by the United Arab Emirates on eligibility for financial and technical assistance; review of the terms of reference, composition and balance as well as fields of expertise required of the assessment panels and their subsidiary bodies; consideration of senior expert and other nominations by parties to the Technology and Economic Assessment Panel; consideration of the membership of Montreal Protocol bodies for 2019; compliance and data reporting issues in relation to the work and recommended decisions of the Implementation Committee under the Non-Compliance Procedure for the Montreal Protocol; and an update on the situation of the Caribbean islands affected by hurricanes.

10. A list of the working and information documents that will be available for the Thirtieth Meeting of the Parties to the Montreal Protocol, along with background information, may be found in document UNEP/OzL.Pro.30/INF/9.

11. In accordance with established practice, the Co-Chairs of the Open-ended Working Group will oversee the preparatory segment of the meeting. After the opening of the high-level segment, the parties may reconvene the preparatory segment as they deem expedient to allow for the completion of any unfinished business.

12. The opening of the high-level segment on 8 November will be chaired by the President of the Twenty-Ninth Meeting of the Parties, who will conduct the meeting until the parties elect the president of the Thirtieth Meeting of the Parties. In accordance with rule 21 of the rules of procedure for Meetings of the Parties to the Montreal Protocol and the established practice of rotating the posts of president and rapporteur among the regional groups in English alphabetical order, it is expected that the new president of the Thirtieth Meeting of the Parties will be elected from among the Latin American and Caribbean States, the rapporteur from among the Asian-Pacific States and the three vice-presidents from among the African States, Eastern European States and the Western European and other States. The newly elected President will then guide the parties through the agenda on the understanding that the work of contact groups established during the preparatory segment may continue in parallel with the high-level plenary sessions in an effort to resolve any outstanding issues by Friday, 9 November 2018, when the parties are expected to adopt draft decisions.

Annex

Action taken on the decisions adopted by the Twenty-Ninth Meeting of the Parties to the Montreal Protocol as of August 2018

Decision number	*Title*	*Action required of the Secretariat*	*Action taken/to be taken by the Secretariat*
XXIX/1	Replenishment of the Multilateral Fund for the Implementation of the Montreal Protocol for the triennium 2018–2020	Notify the Treasurer of the Multilateral Fund and Chief Officer of the Multilateral Fund Secretariat	Notification sent to the Treasurer of the Multilateral Fund and Chief Officer of the Fund Secretariat in December 2017
XXIX/2	Extension of the fixed-exchange-rate mechanism to the 2018–2020 replenishment of the Multilateral Fund	Notify the Treasurer of the Multilateral Fund and Chief Officer of the Multilateral Fund Secretariat	Notification sent to the Treasurer of the Multilateral Fund and Chief Officer of the Fund Secretariat in December 2017
XXIX/3	Kigali Amendment to the Montreal Protocol to phase down hydrofluorocarbons	Follow up with parties that have not yet ratified the Kigali Amendment	Communication sent to all non-parties to the Kigali Amendment in February 2018
XXIX/4	Destruction technologies for controlled substances	Request the Technology and Economic Assessment Panel to report by 31 March 2018, and, if necessary, to submit a supplemental report to the Open-ended Working Group of the Parties at its fortieth meeting on an assessment of destruction technologies and review of any other technology for possible inclusion in the list of approved destruction technologies	Invitation to parties and notification to the Technology and Economic Assessment Panel sent in December 2017
		Invite parties to submit information to the Secretariat by 1 February 2018 on the tasks mentioned above	Responses from the parties forwarded to the Technology and Economic Assessment Panel as received
XXIX/5	Essential-use exemption for laboratory and analytical uses for 2018 in China	Notify China of the amount of carbon tetrachloride granted under exemption for laboratory and analytical uses for 2018	Notification sent to China in December 2017
XXIX/6	Critical-use exemptions for methyl bromide for 2018 and 2019	Notify parties of the approved amount of methyl bromide critical-use exemptions for 2018 and 2019	Notifications sent to Argentina, Australia, Canada, China and South Africa in December 2017
XXIX/7	Use of controlled substances as process agents	Invite parties to update and report to the Secretariat their information on the use of controlled ozone-depleting substances as process agents by 31 December 2017	Responses from the parties forwarded to the Technology and Economic Assessment Panel as received
		Request the Technology and Economic Assessment Panel to report to the Open-ended Working Group at its forty-first meeting regarding industrial application of any alternative technologies employed by parties in the process agents listed in table A of the decision	Notification to prepare the report sent to the Technology and Economic Assessment Panel and invitation to provide relevant information sent to parties in December 2017
XXIX/8	Future availability of halons and their alternatives	Notify the Technology and Economic Assessment Panel to prepare the report requested by parties before the Thirtieth Meeting of the Parties	Notification to prepare the report sent to the Technology and Economic Assessment Panel in December 2017

Decision number	*Title*	*Action required of the Secretariat*	*Action taken/to be taken by the Secretariat*
XXIX/9	Hydrochlorofluorocarbons and decision XXVII/5	Notify the Technology and Economic Assessment Panel to prepare the assessment report requested by parties by 15 March 2018 and invite parties to provide to the Secretariat additional information by 15 January 2018	Notification to prepare the report by 15 March 2018 sent to the Technology and Economic Assessment Panel and invitation to provide to the Secretariat additional information by the same date sent to interested parties in December 2017
			Responses from the parties forwarded to the Technology and Economic Assessment Panel as received
XXIX/10	Issues related to energy efficiency while phasing down hydrofluorocarbons	Notify the Technology and Economic Assessment Panel to prepare the report and its update requested by parties by the fortieth meeting of the Open-ended Working Group and Thirtieth Meeting of the Parties, respectively	Notification to prepare the report sent to the Technology and Economic Assessment Panel in December 2017
		Organize a workshop on energy efficiency opportunities at the fortieth meeting of the Open-ended Working Group	Workshop on energy efficiency opportunities organized at the fortieth meeting of the Open-ended Working Group of the Parties in Vienna in July 2018
XXIX/11	Safety standards	Hold regular consultations with the relevant standards bodies with a view to providing, with regard to standards for flammable low-GWP refrigerants, a tabular overview of relevant safety standards for low-GWP refrigerants and ensure an update at least prior to each Meeting of the Parties until the Thirty-Fourth Meeting of the Parties	Information to be made available on the Secretariat's website by September 2018 and updated on an annual basis until the Thirty-Fourth Meeting of the Parties in 2022. This information conveyed to the fortieth meeting of the Open-ended Working Group in the form of a background note
XXIX/12	Consideration of hydrofluorocarbons not listed as controlled substances in Annex F to the Protocol	Notify the assessment panels to prepare the information and include it in their quadrennial reports on the production and consumption of HFCs not listed in Annex F of the Protocol for the Thirty-Fifth Meeting of the Parties in 2023 and every four years thereafter	Notification sent to assessment panels in December 2017. Secretariat's website to be updated in September 2018
XXIX/13	Data and information provided by the parties in accordance with Article 7 of the Montreal Protocol	Notify parties to continue reporting data, preferably by 30 June each year, as agreed in decision XV/15	Notification sent to parties in June 2018
XXIX/14	Non-compliance in 2015 and 2016 with the provisions of the Montreal Protocol governing consumption of the controlled substance in Annex C, group I (hydrochlorofluorocarbons), by Kazakhstan	Notify Kazakhstan about the decision	Notification sent to Kazakhstan in December 2017
XXIX/15	Request for the revision of baseline data by Fiji	Notify Fiji about the revised data and update the database accordingly	Notification sent to Fiji and database updated in December 2017
XXIX/16	Request for the revision of baseline data by Pakistan	Notify Pakistan about the revised data and update the database accordingly	Notification sent to Pakistan and database updated in December 2017

Decision number	*Title*	*Action required of the Secretariat*	*Action taken/to be taken by the Secretariat*
XXIX/17	Request for the revision of baseline data by the Philippines	Notify the Philippines about the revised data and update the database accordingly	Notification sent to the Philippines and database updated in December 2017
XXIX/18	Reporting of zero in Article 7 data reporting forms	Notify parties to continue reporting data by ensuring that all cells in the reporting forms are completed with a number, including zeros	Notification sent to parties in June 2018 and issue discussed at the sixtieth meeting of the Implementation Committee in July 2018
		Include in the agenda for the sixty-first meeting of the Implementation Committee	
XXIX/19	Special considerations for the Caribbean islands affected by hurricanes	Notify the relevant parties and the Fund Secretariat of any possible action by the Executive Committee of the Multilateral Fund and the implementing agencies	Notification sent to the Fund Secretariat and the relevant parties in December 2017
		Ensure that the Implementation Committee takes into consideration the difficulties faced by the concerned parties in its deliberations in 2018	
		Enable relevant parties to provide an update on the situation at the Thirtieth Meeting of the Parties	Issue included in August 2018 in the agenda for the Thirtieth Meeting of the Parties
XXIX/20	Membership of the Technology and Economic Assessment Panel	Notify the relevant experts of the Technology and Economic Assessment Panel and include in the agenda for the fortieth meeting of the Open-ended Working Group the issue of senior expert nominations from parties	Notification sent to the relevant experts of the Technology and Economic Assessment Panel in December 2017
			Issue of senior expert nominations included in the agenda of the fortieth meeting of the Open-ended Working Group held in July 2018
XXIX/21	Membership of the Implementation Committee	Notify new selected members of the Implementation Committee (Australia, Chile, Maldives, Poland and South Africa) as well as the President and Vice-President of the Committee for 2018	Notification sent to new selected members and President and Vice-President of the Committee in December 2017. Implementation Committee held one meeting in July 2018 and another to take place in November 2018
XXIX/22	Membership of the Executive Committee of the Multilateral Fund	Notify Fund Secretariat about the selected members to the Executive Committee (Argentina, Belgium, Benin, Canada, the Dominican Republic, France, Grenada, India, Japan, Lebanon, Nigeria, Norway, Slovakia and the United States of America) as well as Chair and Vice-Chair of the Committee for 2018	Notification sent to Fund Secretariat in December 2017. The Executive Committee held one meeting in June 2018 and another to take place in December 2018
XXIX/23	Co-Chairs of the Open-ended Working Group of the Parties to the Montreal Protocol	Notify selected co-chairs from Kuwait (Mr. Yaqoob Almatouq) and the United States of America (Ms. Cynthia Newberg)	Letters to co-chairs sent in December 2017. Fortieth meeting of the Open-ended Working Group convened in July 2018 and presided over by the two co-chairs

Decision number	*Title*	*Action required of the Secretariat*	*Action taken/to be taken by the Secretariat*
XXIX/24	Financial reports and budgets for the Montreal Protocol on Substances that Deplete the Ozone Layer	Executive Secretary and President of the Bureau to enter into discussions with any party with contributions outstanding for two or more years to find way forward and Executive Secretary to report the outcome to the Thirtieth Meeting of the Parties	Executive Secretary followed up by email in May 2018 with parties that have contributions outstanding for two or more years Letter from the President of the Twenty-Ninth Meeting of the Parties sent in September 2018
		Executive Secretary to continue publishing updates on the status of contributions and to prepare results-based budgets and work programmes for the years 2019 and 2020 based on the projected needs for the biennium	Executive Secretary to report to the parties on the actions taken in relation to the budget during the Thirtieth Meeting of the Parties in November 2018
		Ensure the full utilization of programme support costs available to it in 2018 and later years and to indicate in future financial reports of the Trust Fund, the amounts of cash on hand, in addition to contributions that have not yet been received	
		Notify all parties and follow up with non-contributing parties on making their contributions to the Trust Fund and report the results to the Thirtieth Meeting of the Parties to the Montreal Protocol	
XXIX/25	Thirtieth Meeting of the Parties to the Montreal Protocol	Notify all parties and make arrangements with Ecuador for hosting the Thirtieth Meeting of the Parties in Quito	Secretariat organizing the Thirtieth Meeting of the Parties in Quito from 5 to 9 November 2018. Invitations to the meeting from the Secretariat circulated to all parties in July 2018